



- (1) **PUBLIC RECORDS ACCESS GUIDELINES--follow this link:**
www.sec.state.ma.us

Click on Public Records/Commissions
Click on Information on the Public Records Law
Click on A Guide to Mass Public Records Law

- (2) **Public Records Request**

Town of Hancock
3650 Hancock Rd
Town Clerk's Office

Linda C Burdick Town Clerk

PUBLIC RECORDS REQUEST

Date: _____

Requested by:

NAME _____

Address _____

City, State, Zip Code _____

Phone Number _____

Email _____

Public Information Requested (Be very specific)

Date Information Released: _____ Delivered to: _____

Fee Charged: _____ \$.05 per page for photo copies or computer generated print outs,
plus research fee.

Signature of Clerk: _____

Mail to: PO Box 1097, Hancock, MA 01237 Tel: (413) 738-5126 Fax: (413) 738-5310
Email: HANTCLB1@aol.com